



TEXAS DEPARTMENT OF LICENSING AND REGULATION  
P O Box 12157 Austin, TX 78711 - 920 Colorado Austin, TX 78701  
(800) 803-9202 - (512) 463-6599 - FAX (512) 475-2871  
www.license.state.tx.us – CS.Air.Conditioning@license.state.tx.us

## AIR CONDITIONING AND REFRIGERATION CONTRACTOR TEMPORARY LICENSE REQUEST

Company Name: \_\_\_\_\_

Type of Ownership: ☐ Corporate ☐ Partnership ☐ Individual ☐ Limited Liability Company

Name of license holder no longer available: \_\_\_\_\_

License number of license holder no longer available: \_\_\_\_\_

Date the license holder is no longer available: \_\_\_\_\_

State the reason the license holder is no longer available: \_\_\_\_\_

\_\_\_\_\_

Name of individual requesting temporary license: \_\_\_\_\_

Position in company: ☐ Owner ☐ Officer ☐ Partner ☐ Employee ☐ Other

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

To apply for a Temporary Air Conditioning and Refrigeration Contractor's license, submit this application to the Department along with the following:

- 1) Completed License Application,
- 2) Certificate of Insurance, and
- 3) \$115 License Application Fee.

PLEASE NOTE: A Temporary License is valid ONLY for 30 days and cannot be renewed or reissued.